

TOWN OF DUNE ACRES
COUNCIL MINUTES
for November 16, 2004

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, November 16, 2004 at the Town Hall.

Town Council President Benjamin Bolton called the meeting to order at 7:03 p.m. with Councilpersons John Wilhelm and Louise Roberts, Clerk-Treasurer Anne Hiestand and Town Attorney Dan Whitten in attendance. Council President Ben Bolton opened the meeting with the pledge of allegiance.

APPROVAL OF MINUTES:

Councilperson Louise Roberts moved that the minutes be approved as presented. Councilperson John Wilhelm seconded the motion and it unanimously carried.

FINANCIAL REPORT FOR THE TOWN OF DUNE ACRES as of October 31, 2004:

Bank One Checking Account	\$35,261.51
Bank One Money Market Account	\$138,662.80
First State Bank of Porter Checking Account	\$261,535.81
TOTAL	\$435,460.12

Councilperson John Wilhelm made a motion to accept the financial report as submitted, which motion was seconded by Councilperson Louise Roberts and the motion unanimously carried.

PAYMENT OF THE CLAIMS:

Councilperson John Wilhelm made the motion to accept the claims as presented. Councilperson Louise Roberts seconded the motion and it unanimously carried.

CLAIMS APPROVED FOR THE TOWN OF DUNE ACRES for November 2004:

Andrew W. Belsha	2004 October Payroll	\$528.52
Atha W. Belsha	2004 October Payroll	\$1,358.16
Raymond C. Friday	2004 October Payroll	\$375.86
Anne Hiestand	2004 October Payroll	\$354.58
David W. Kristophel	2004 October Payroll	\$559.16
Philip A. Lepley	2004 October Payroll	\$1,239.27
Nick Markovich	2004 October Payroll	\$869.03
Terry R. Trout	2004 October Payroll	\$641.07
Garrett L. Tyrrell	2004 October Payroll	\$807.49
Bank One	Payroll Liability Check	\$1,792.18
Indiana Dept. of Revenue	Payroll Liability Check	\$305.94
Datagraphics	Copies for Environmental Comm	\$27.50
Able Disposal	Monthly garbage service	\$26.00
NIPSCO	Gas & electric	\$301.91
Kramer & Leonard	Recharge toner cartridge	\$69.95
Legislative Services Agency	2004 Indiana Code CD	\$25.60
Duneland Group	Clubhouse septic survey	\$500.00
Nextel	Monthly Service	\$64.68
Verizon North	Monthly phone	\$135.48
Indiana American Water	Bi-monthly water bill gatehouse	\$34.78
Ray Friday	Use of Truck in October	\$79.92
Pinkerton Fuels & Lubricants	Monthly gasoline for vehicles	\$109.21
Hopkins Ace Hardware	Keys for gatehouse	\$3.00
Hopkins Ace Hardware	Check valves & pipe fittings	\$26.98
Newark InOne	Meters for sprinkler system	\$261.11
LaCorte Heating & AC	Installed temp sensors	\$202.50
Bedrock & Boulders, Inc.	Mowing 9/27 & 9/30	\$286.00

Anne Hiestand	Reimbursement for Bank One Payment Sprinkler System	\$3.68
Anne Hiestand	Reimburse for Bank One Trout Glass & Mirror	\$67.67
Anne Hiestand	Reimburse Office Max Fax cartridges	\$49.98
Bank One Credit Card	Sprinkler system supplies	\$73.16
Bank One Credit Card	Supplies & gift certificates	\$183.61
Advance Municipal Equipment, Inc.	Street sweeping	\$479.90
Aluminum Welding & Machine Works, Inc.	Covers for tank	\$310.00
William Nixon	Burns Harbor & Ogden Dunes town code books	\$34.00
		\$12,187.88

CORRESPONDENCE: Clerk Treasurer Anne Hiestand passed around a thank you note from the Chesterton High School Cross Country Team for using the Clubhouse for their fall banquet.

Council President Ben Bolton showed the Town Council a letter from NIRPC asking for attendance at a seminar. Councilperson Louise Roberts indicated she would be interested in attending.

COMMISSION REPORTS:

FIRE: Fire Commissioner Mark Hull was absent. Councilperson John Wilhelm indicated that he and Commissioner Hull would liaison with the Town of Porter regarding 2005 fire protection contract.

MUNICIPAL CODE: Resident Bill Nixon, 14 East Road, had nothing new to report. He was awaiting Town Council decision on proceeding with a contract with Municipal Code Corporation.

ROADS/TOWN ENGINEER: Road Commissioner/Town Engineer Irv Call reported that he had obtained a tractor and had the sand removed from West Road, Shore Drive and Ridge Drive. A curb drain was installed on Summit Drive. The foot path at Ridge Beach was filled in. The large merry go round was removed from the Town Park and taken to the Maintenance Building for rebuilding.

Resident Tom Roberts, 8 Shore Drive, remarked that the recent heavy rains had left a foot of water standing in his driveway from runoff down Clubhouse Hill and Shore Drive to the east. Storm drains are sometimes covered with leaves. He would like to have a seepage manhole installed in the road. He indicated that he would be willing to aid in the cost of the project. Council President Ben Bolton understood the problem and thought that the problem was exacerbated by sand in the gutters on Clubhouse Hill. Indiana American Water is responsible for cleaning out the gutters that were filled with sand when they had a water main break last spring. Mr. Roberts and Engineer Call will work together to alleviate the problem.

PARKS: Park Commissioner Kellie Klein was absent.

BEACH: Beach Commissioner Rob Carstens was absent.

BUILDING: Building Commissioner John Sullivan was absent but his wife, Heidi Sullivan, reported that there was nothing that needed to be reported.

MAINTENANCE: Maintenance Commissioner Bill Griffin reported that he had obtained a proposal from Jon's Tree Service to remove the large cottonwood in the park and the large tree behind the gatehouse. While Jon was in Town he estimated the cost of several other tree removals. Resident Nancy Wilhelm, 24 Crest Drive, and Environment Commissioner Sue Smith had reviewed the list after receiving the proposal. Commissioner Griffin will get together with Nancy and Sue to select trees that will be removed. Councilperson John Wilhelm made a motion for the Maintenance Commissioner to move ahead on the project. Councilperson Louise Roberts seconded the motion. After discussion where Council President Ben Bolton requested that he see the final estimate before the final proposal is accepted. The motion carried unanimously. Maintenance

worker Ray Friday has given the Town Council a report on a mower he used to mow the sides of the road. No decision was made at this time.

POLICE: Commissioner Cecilia Call was absent. However, her husband, Irv Call, reported that the security officers had been presented with gift certificates for their Thanksgiving turkeys.

ENVIRONMENT: Commissioner Sue Smith reported that an audience of thirty-six people attended the program Saturday given by Noel Pavlovic, Ph.D. from the Indiana Dunes National Lakeshore regarding the environmental history of Dune Acres and invasive plants. He is willing to give additional pertinent programs in the future.

Commissioner Smith and Cecilia Call attended an air quality meeting in Ogden Dunes in October. Ogden Dunes is concerned about a new pollution and is attempting to determine where it is originating. AMROX is new industry which has yet to report its output of pollutants. Commissioner Smith noted she had been hearing a rumble but has yet to determine a source.

Commissioner Smith was optimistic after accompanying Noel Pavlovic of the Indiana Dunes National Lakeshore and Paul Labus of the Nature Conservancy. Three target sites were identified ie. Clubhouse Hill an oak savannah, Town Hall, and East Road & Lupine Lane, prairie savannah. Agency grants are being sought.

Commissioner Smith displayed a poster of plants native to Indiana that she obtained at a meeting in Lafayette. She will indicate further the plants specifically native to our area of the State.

On a side issue she wished to thank the residents of Dune Acres for supplies donated for the troops in Iraq and collected by Sharon Snyder, 15 Hill Drive, and Jean Tonner, 27 Crest Drive. Three boxes were mailed today. An email from Capt. Jeff Smith, son of Rob and Susan Smith, was read thanking town citizens for their prayers and mail for distribution by the Chaplain to soldiers not receiving much mail; these letters can be addressed to

CPT TIM WILSON, CHAPLAIN
HHC, I-24 SOLDIER
APO AE 09345

Commissioner Smith also requested that the concrete blocks on the north side of the gatehouse be painted dark brown to match the rest of the exterior and if possible move the Ferrellgas tank to the rear of the building behind the fence to make the area more ascetically pleasing.

WATER: Council President Ben Bolton reported that the Oak Drive project is over fifty percent completed. Indiana American Water hopes to have the projected wrapped up by Christmas. There will be some scheduled road closing in the near future to expedite the process.

DEER: Deer Committee Chairman Tom Roberts reported that the Town had obtained a permit to cull forty deer from the Town between November 1, 2004 and March 31, 2005. The deer cull is presently underway. The hunters and the sites have been approved by the Indiana Department of Natural Resources. Six deer have been culled so far. The deer will be tagged and processed and the meat used. When questioned by resident Patrice Bapst, 10 Crest Drive, Mr. Roberts indicated her questions should be directed at the Indiana Dunes National Lakeshore because their lack of deer control is a large contributor to the Town's problem. Town resident Bill Griffin, 16 Crest Drive, expressed concern about hiking safety and was advised information about the fifteen designated hunting sites is available from the Indiana Department of Natural Resources and the Town designated hunters are covered by the Town's insurance through the Anton Insurance Agency.

OLD BUSINESS: Councilperson John Wilhelm made a motion that the Town Council sign the contract with Municipal Code Corporation which approximate cost would be \$7,500 which could be paid in three equal annual payments of \$2,500 incurring no interest. The initial payment of \$2,500 will be made with the signing of the Contract. Councilperson Louise Roberts seconded the motion. Municipal Code Corporation would prepare present ordinances, screen them through the State Code, confer with the Town Attorney and set up sessions with the Town for review and acceptance. Coordinator Bill Nixon was applauded for his diligent work. Resident Mary Ann Crayton, 2 Crest Drive, asked if the result would be simpler and she was assured it definitely would be simpler and inconsistencies removed. Mr. Nixon would still be the leader of the project. Motion passed unanimously.

NEW BUSINESS: Clubhouse Building Coordinator, Tom Roberts, reported that the logs of the Clubhouse are in severe disrepair. He and Commissioner Irv Call have determined that the logs need to have the paint removed, the rot exposed and removed, treated for insects, sealed and chinked between the logs and stained and sealed them. One estimate that they have obtained is in the neighborhood of \$110,000 and \$120,000. The Dune Acres Civic Improvement Foundation was formed twenty years ago for the initial repair of the Clubhouse and recently contributed around \$25,000 for a sprinkler system to protect the Clubhouse from fire damage. Bill Nixon suggested looking into grants for refurbishing. There are many foundations eager to help restore such historic buildings. Nancy Wilhelm suggested a drive to “adopt a log” similar to the “adopt a window” used to replace the windows of the Clubhouse many years ago. Councilperson John Wilhelm said he views this as a “must” project and what we need to ask ourselves is not “if” but “how.”

Mr. Roberts also reported that the contract for the septic system had been awarded to R. V. Sutton.

Councilperson Louise Roberts read Ordinance 2004-3 establishing the salaries for the Clerk-Treasurer and employees for 2005. Councilperson Louise Roberts moved that the ordinance pass first reading. Councilperson John Wilhelm seconded the motion. The motion passed unanimously. Councilperson Louise Roberts made a motion to suspend the rules to allow passage of the ordinance at this meeting. Councilperson John Wilhelm seconded the motion. Motion passed unanimously. Councilperson Louise Roberts read the Ordinance by title. Councilperson Louise Roberts made a motion to pass the ordinance on second reading. Councilperson John Wilhelm seconded the motion. The motion passed unanimously.

**SALARY ORDINANCE
No. 2004-3**

AN ORDINANCE OF THE TOWN OF DUNE ACRES, INDIANA, ESTABLISHING THE
COMPENSATION OF THE CLERK-TREASURER AND TOWN EMPLOYEES FOR THE 2005
CALENDAR YEAR

WHEREAS, the Town of Dune Acres published in August of 2004 and adopted in September of 2004 an estimated budget for the year 2005 which appropriated monies for the compensation of the Clerk-Treasurer and Town employees; and,

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF DUNE ACRES, INDIANA:

Section 1: The annual salary of the Clerk-Treasurer for 2004 shall be:
\$6,000.00 per year paid from the Town. Amount to be paid monthly.

Section 2: The hourly wages for employees in effect for 2005 shall be:

Security Officers		
Night Shift 11:30 p.m. - 7:30 a.m.		\$10.35 per hour
All other shifts		\$10.10 per hour
Trainees (while working with supervision)		\$ 9.10 per hour
Maintenance Manager employee		
		\$11.95 per hour
Maintenance Laborer employee		\$8.60 to \$11.60 per hour
Botanist employee		\$16.00 per hour

Passed and adopted by the Town Council of the Town of Dune Acres, Porter County, Indiana, on the 16th day of November, 2004.

Councilperson John Wilhelm read Ordinance 2004-4 which amends the Salary Ordinance 2003-3 establishing Holiday bonus for employees. Councilperson John Wilhelm moved and Councilperson Louise Roberts seconded a motion to pass Ordinance 2004-4 on first reading. Motion passed unanimously. Councilperson John Wilhelm made a motion to suspend the rules to

allow passage of the ordinance at this meeting. Councilperson Louise Roberts seconded the motion. It passed unanimously. Councilperson John Wilhelm read Ordinance 2004-4 by title and moved that it be adopted. Councilperson Louise Roberts seconded the motion. It passed unanimously.

SALARY ORDINANCE
2004-4

AN AMENDMENT TO SALARY ORDINANCE 2003-3
(ESTABLISHING COMPENSATION FOR 2004)

HOLIDAY BONUS 2004

WHEREAS, the Town of Dune Acres adopted on December 16, 2003, an ordinance establishing the compensation of the Town employees for the year 2004, and

WHEREAS, Be it ordained by the Town Council of the Town of Dune Acres, Indiana, to amend Ordinance in order to allow a Holiday bonus to wage earning employees.

WHEREAS, it is the custom to give its employees a Holiday bonus based on the following:

(1) Bonus equal to one percent (1%) of the compensation earned during the previous twelve month period, December 1, 2003 and November 30, 2004, rounded to the nearest \$5.00, but not less than \$50.00.

(2) Bonus to be awarded only to active employees as of November 30, 2004, who have been employed on a regular schedule for at least three (3) months.

Based on the above calculations the bonus will be no more than \$215.00 nor less than \$50.00 per employee.

This ordinance shall be effective December 1, 2004 through December 31, 2004 only.

PASSED AND ADOPTED by the Town Council of the Town of Dune Acres, Porter County, Indiana on the 16th day of November, 2004.

Councilperson John Wilhelm proposed a proclamation commending Captain Jeffery Smith for his service to his country and declared December 14, 2004 to be Jeff Smith day. He so moved and Councilperson Louise Roberts seconded his motion. The motion passed unanimously. A certificate of proclamation will be posted at the gatehouse.

PLAN COMMISSION: There was no Plan Commission business to come before the Town Council.

QUESTIONS & DISCUSSION: Council President Ben Bolton asked if there were any questions or discussion. Resident Patrice Bapst reiterated her question regarding snow removal for the upcoming winter. Road Commissioner Irv Call indicated he had given a contract to Jon's Tree Service for snow removal and to Cargill and Whitcomb Trucking for deicer and sand.

At 8:20 p.m. Council President Bolton entertained a motion from Councilperson Louise Roberts to adjourn the meeting. The meeting was adjourned.

Benjamin Bolton, Council President

John Wilhelm, Councilperson

Louise Roberts, Councilperson

Anne Hiestand, Clerk-Treasurer